



JOB DESCRIPTION

Job Title: MAINTENANCE JANITOR
Program: Medical Respite & Sobering Center
Reports To: Program Director and/or Program Coordinator **Status:** Non-exempt

JOB SUMMARY:

The Janitor is responsible for performing janitorial and maintenance at CATS facilities.

ESSENTIAL JOB DUTIES:

- Perform all scheduled and unscheduled janitorial work.
- Sanitize bathrooms and sleeping areas as needed.
- Perform all light-duty repairs when necessary.
- Maintain security of all janitorial/maintenance supplies.
- Regularly update Lead Janitor on inventory status of all job-related tools and supplies.
- Inform Lead Janitor about any repair work needed in facility.
- Support the Medical Respite Mission to promote stabilization, hope, and healing for adults experiencing homelessness in San Francisco.
- Work collaboratively with CATS and DPH employees in an integrated team to meet shared goals.
- Adhere to established policies and procedures.
- Training and meeting attendance.
- Other duties as assigned.

BACKGROUND & EXPERIENCE:

- Adequate literacy skills; reading comprehension required.
- Experience and knowledge of accepted janitorial practices.
- Experience and knowledge of routine building maintenance.
- Ability to work independently and cooperatively.
- CPR and first aid certification within 90 days of hire.

To apply, please submit a current resume and cover letter to jobs@catsinc.org.